

IDAHO COUNCIL ON DEVELOPMENTAL DISABILITIES
GOVERNANCE COMMITTEE MEETING

Thursday, April 24, 2008

10:45 a.m. - Noon

Parkcenter Marriott Spring Hill Suites, Boise

Committee Members: Debbie DePaola, Rick Betzer, Kim Kane, Mike Smith, Dona Butler, Bob Jackson, Angie Flores

DRAFT MINUTES

AGENDA ITEM	ACTION
Call to order <ul style="list-style-type: none">- Welcome and Introductions	Meeting was called to order at 10:54 a.m. Members in attendance: Debbie DePaola, Rick Betzer, Kim Kane, Dona Butler, Bob Jackson Members absent: Mike Smith, Angie Flores Staff present: Marilyn Sword, Amanda Holloway
<ul style="list-style-type: none">- Perfection of Agenda- Announcements	No changes to the agenda. No announcements.
Approval of minutes for January 24, 2008 Minutes	Rick moved to approve the minutes. Bob seconded. Motion passed unanimously.
Follow up to action items from January <ul style="list-style-type: none">- Indirect charges for CDHD contracts	Marilyn discussed this with Julie Fodor. There hasn't been any further development. ADD feels it needs to be resolved at a state level. Marilyn reiterated why this has become an issue and what has been done thus far. There may not be a resolution. The Council doesn't want to set a precedent for how much indirect we will pay. This will be an issue for all future contracts.
<ul style="list-style-type: none">- Response from Grangeville People First	Marilyn explained the request and the letter that was sent to Grangeville People First. Grangeville People First has not responded. Council staff will follow up with John Russell to see if SALN has had any contact with Grangeville People First. Any further information will be brought to the committee.
<ul style="list-style-type: none">- Earmark application	Marilyn explained how Councils and P&As, both required by federal law, are being flat funded and how other entities are being funded with

GOVERNANCE COMMITTEE April 24, 2008

	<p>earmarks. These entities may not have any oversight for the use of the funds. If we had a particular project that wasn't available in our federal funding we could fill out an application for an earmark. Included in the packet are some FAQs about earmarks. Marilyn talked about the request from Sheryl Matney and funds NACDD receives from ADD.</p>
Conference Funding Requests/Reports	<p>The Committee reviewed reports from Sue Rhodenbaugh and Rhoni Fullilove. Marilyn passed out copies of a request we received on behalf of the family of <u>Seth Williams</u>. It was sent in by his service provider. Kim requested that we get more information on who the "family" is and who is the respite for? Why didn't the family submit the application? How big is the local Down Syndrome group? Rick would like the name of the service coordinator. The service coordinator who submitted the application was informed that the maximum award is \$500 and it's on reimbursement basis. Marilyn will request this information and get it back out to the committee.</p>
Updates or edits to Council policies <ul style="list-style-type: none">- Emergency meetings- Other?	<p>Marilyn shared that she went to Montana and provided technical assistance on policy governance to their Council. She received a follow-up question inquiring if we have anything in our policies about who can convene emergency meetings. We do not have anything currently in policies regarding this issue. Marilyn proposed adding a section J. to Policy 106 and read proposed draft language. Kim suggested changing the "including the timeliness" to "reason for urgency". There was discussion to change the part about conference calling "to include any or all members". Debbie will recommend the following language during the full Council for voting in July: <u>J. Emergency Meetings. When situations arise that require full Council action in the interim between regular Council meetings,</u></p>

	<p>Emergency Meetings of the Council may be called by the Governance Committee, the Director in concurrence with the Governance Committee, or by a majority of the Council members. The purpose of the meeting, including the reason for urgency, must be provided to all members in advance of the meeting. If time and finances permit, the meeting will be held in person. If not, a conference call may be used to include all Council members, provided all Open Meeting requirements are met.</p> <p>The committee discussed scheduling a regular review of policies. Kim thought this would help keep them updated. Rick inquired as to whether we should add language to our policies regarding this review. It was decided that it would be appropriate to do that under Policy 103. The committee recommended that a subsection P2 be added to Policy 103 that reads: Council policies and procedures will be reviewed biennially by the Governance Committee for changes to be recommended to the Full Council.</p> <p>Kim moved to recommend to the full council to add section J under Policy 106 and subsection P2 under Policy 103 for a vote during the July Council meeting. Bob seconded. Passed unanimously.</p>
<p>Wrap Up & Evaluation</p> <ul style="list-style-type: none">- Review Action Items	<ul style="list-style-type: none">- Follow up with John Russell about Grangeville People First- Request more information on Seth Williams conference funding application. Email committee additional information.- Send out policies changes to the Committee and review them May 21 at 10am-12pm (find out if Angie & Mike can do that); we have to give the Council members 30 days to review them, before they can be voted on.

GOVERNANCE COMMITTEE April 24, 2008

- Agenda Items for Next Meeting	Review of the policies and procedures Conference reports
Adjourn	Bob moved to adjourn meeting. Kim seconded. Motion passed unanimously. Meeting was adjourned at 12:08,